

Agenda Item 2c

Consideration of Year 7 (2002-03) Performance Funding Issues: Measure and Standard for Indicator 4 A/B, Cooperation and Collaboration, for Regional Campuses Sector

Staff Explanation: Below and on the following pages are the measure write-up and the report form for Indicator 4AB, Cooperation and Collaboration, for the Regional Campuses Sector. The measure has been refined from that used in Performance Funding Year 6 (2001-02) to collect baseline data. The initial measure was approved by the Committee for use in collecting baseline data during Year 6 (2001-02) on December 13, 2001, and it appears in the Year 6 Workbook Supplement as part of Addendum A on pages 96-98. The measure remains essentially the same as initially drafted. Staff and sector representatives have reviewed the measure as proposed here. The recommended standard for the measure proposed herein for Regional Campuses is 85% to 95% for a score of "Achieves" or "2." Performance above 95% would merit a score of "Exceeds" or "3" whereas performance below 85% would merit a score of "Does Not Achieve" or "1."

Recommendation: Staff recommends that the Planning and Assessment Committee recommend the measure and standard for Indicator 4A/B, Cooperation and Collaboration, for the Regional Campuses Sector as presented herein for approval by the Commission.

COMBINED 4A/B:

(4A) SHARING AND USE OF TECHNOLOGY, PROGRAMS, EQUIPMENT, SUPPLIES, AND SOURCE MATTER EXPERTS WITHIN THE INSTITUTION, WITH OTHER INSTITUTIONS, AND WITH THE BUSINESS COMMUNITY

(4B) COOPERATION AND COLLABORATION WITH PRIVATE INDUSTRY

GENERAL MEASURE DEFINITION OF 4 A/B

Indicator 4A/B is defined tailored to each sector. 4A/B is intended to measure sector focused efforts of institutional cooperative and collaborative work with business, private industry and/or the community. Each sector, subject to approval of the Commission, will develop a common measure that will be the focus of the sector for a timeframe to be determined in excess of one year. Standards will be adopted for use in scoring individual institutional performance annually after the first year of implementation.

SECTOR MEASURES AND DETAILS FOR 4A/B FOR EACH SECTOR FOLLOW:

(PRESENTED BELOW IS THE MEASURE APPLICABLE TO REGIONAL CAMPUSES)

INDICATOR 4A/B FOR REGIONAL CAMPUSES

Explanation: For its measure, the regional campuses propose a measure to strengthen the community outreach efforts of the institutions in the sector. The measure proposed uses a best practice vehicle to guide colleges in their efforts concerning organized campus outreach activities.

4 A/B MEASURE FOR REGIONAL CAMPUSES: Strengthening the USC Regional Campuses through development and/or enhancement/maintenance/repositioning of organized community outreach efforts with private and public organizations. The efforts include collaborations, cooperative efforts, affiliations and partnerships. This indicator will assess the strength of the community outreach efforts of the USC Regional Campuses by determining the percentage of best practice criteria that are utilized. (See description of measurement and best practice guidelines below.)

Applicability

Regional Campuses Sector

Measurement Information

| | |
|-----------------------------|--|
| General Data Source: | The USC Regional Campuses will submit to the CHE's Division of Planning and Assessment an annual report on the number of community outreach efforts developed and the number of community outreach efforts enhanced based on the best practices. |
| Timeframe: | Annually, each USC Regional Campus will report on the activities in the previous year. During the Year 6 (2001-03,) campuses reported baseline data on the status of existing efforts for the period of Fall 2000, Spring 2001 and Summer 2001. For Performance Funding Year 7 (2002-03), the data will be reported from the Fall 2001, Spring 2002, and Summer 2002 on the development of new community outreach efforts and the enhancement/maintenance/ repositioning of existing community outreach efforts. |
| Cycle: | Assessed on an annual cycle. During Year 6 (2001-2002), the indicator will be assessed as compliance with reported baseline data due upon request. After Year 6, the indicator will be scored with a performance report due each spring. The indicator as presented here is expected to be maintained over a four-year period inclusive of the baseline year. |
| Display: | Percentage. |
| Rounding: | To nearest tenth percent |
| Expected Trend: | Upward movement is considered to indicate improvement. |
| Type Standard: | Annual performance compared to a defined scale. |

METHODOLOGY FOR DETERMINING PERFORMANCE & BEST PRACTICES GUIDANCE

1. Calculation will be based on a set of 10 "best practices" addressing community outreach efforts.
2. A campus will engage in a campus-wide evaluation to determine the number of efforts upon which it plans to subject to evaluation per the criteria of this indicator.

3. Items considered in a set of criteria for evaluation will consist of two categories:
Documentation and Assessment.

TOTAL NUMBER OF COMMUNITY OUTREACH EFFORTS TO BE EVALUATED

For each of the community outreach efforts, the “best practices” are to be exemplified. Performance is determined by the percentage of best practices being utilized by the community outreach efforts of the campus. This percentage is calculated by using as the numerator the sum of the number of community outreach efforts meeting each criterion and using as the denominator the total number of new or existing community outreach efforts times the number of criteria. For example: if a Regional Campus has developed one (1) new community outreach effort and enhanced three (3) existing community outreach efforts (total 4) and records a performance score as 4, 4, 3, 3, 4, 2, 2, 2, 3, 2 on the following “best practices,” the overall score would be computed as $((4+4+3+3+4+2+2+2+3+2)/(4*10)) = 72.5\%$.

BEST PRACTICES:

Planning Documentation (web presence highly recommended)

- _____ 1.) Institution has established community need for effort.
- _____ 2.) Institution has established justification for institutional involvement in effort.
- _____ 3.) Institution has established coordinating entity (board, committee, individual, task force, etc).
- _____ 4.) Institution has established written guidelines for effort.
- _____ 5.) Institution has established goals for effort.

Assessment Documentation (web presence highly recommended)

- _____ 6.) Institution evaluates efforts annually.
- _____ 7.) Institution establishes, and uses assessment methodology.
- _____ 8.) Institution assesses efficiency of effort.
- _____ 9.) Institution assesses effectiveness of effort.
- _____ 10.) Institution uses results of assessment to determine future direction of effort.
(For new and existing programs, results must be shared and discussed with the coordinating entity. Additionally, for existing programs, results must be used to improve or to validate current activities of the coordinating entity.)

Performance Example:

- | | |
|---|--------------|
| (a) Sum of scores reported on Best Practices 1-10 | <u>29</u> |
| (b) Number of new and/or existing Community Partnerships equals | <u>4</u> |
| (c) Number of new and/or existing Community Partnerships (4) multiplied by the number of Best Practices (10) equals | <u>40</u> |
| (d) Result of (a) divided by (c) multiplied by 100 equals | <u>72.5%</u> |

The result is compared to the standard identified for “Achieves” and the numeric score is assigned accordingly.

CALCULATION, DEFINITIONS AND EXPLANATORY NOTES

See Above.

STANDARDS USED TO ASSESS PERFORMANCE

| STANDARDS ADOPTED IN 2002 TO BE IN EFFECT FOR PERFORMANCE YEARS 7 (2002-03), 8 (2003-04), AND 9 (2004-05) | | |
|--|---|-----------------|
| Sector | Level Required to Achieve a Score of 2 * | Reference Notes |
| Regional Campuses Sector | A standard of 85% to 95% applies for the duration of the indicator (i.e., Years 7, 2002-03; 8, 2003-04; and 9, 2004-05.) Compliance Indicator in Year 6 as measure is defined and baseline data collected. | |

* If an institution scores above the higher number, a 3 is awarded. If an institution scores below the lower number, a 1 is awarded.

Improvement Factor: Not Applicable, as this indicator is designed to encourage within a limited timeframe increased performance of each institution's cooperative and collaborative efforts as defined by the sector.

| | |
|--|------------------------|
| YEAR 7 PERFORMANCE DATA, 2002-03 (will be rated to impact 2003-04 funding) | Institution: |
| INDICATOR 4A/B: Cooperation and Collaboration, Regional Campuses Sector <div style="background-color: #00FFFF; padding: 2px; text-align: center;"> Data due FEB 7, 2003 Applies to Regional Campuses </div> | Contact Name & Phone: |
| Performance Timeframe: Report on FY 2001-02 (Fall '01, Spring '02 & Summer '02) | Authorizing Signature: |
| | Date Submitted: |

INSTRUCTIONS:

The report due in Year 7 (2002-03) represents the first year in which data are collected for the purposes of determining a score. In Year 6, data were collected as a baseline for use in identifying standards and to aid in further measure refinement. This measure is defined unique to each sector. The regional campuses measure focuses on strengthening community outreach efforts. The measure is to remain in place for a four-year period, including the baseline year.

Please complete the information below. For a copy of the measure as approved by the Commission, please refer to the Year 7 workbook, pp ##-##.

Measure: Strengthening the USC Regional Campuses through development and/or enhancement/maintenance/ repositioning of organized community outreach efforts with private and public organizations. The efforts include collaborations, cooperative efforts, affiliations and partnerships. This indicator will assess the strength of the community outreach efforts of the USC Regional Campuses by determining the percentage of best practice criteria that are utilized. (See description of measurement and best practice guidelines below.)

METHODOLOGY FOR DETERMINING PERFORMANCE & BEST PRACTICES GUIDANCE

1. Calculation will be based on a set of 10 "best practices" addressing community outreach efforts.
2. A campus will engage in a campus-wide evaluation to determine the number of efforts upon which it plans to subject to evaluation per the criteria of this indicator.
3. Items considered in a set of criteria for evaluation will consist of two categories: Documentation and Assessment.

TOTAL NUMBER OF COMMUNITY OUTREACH EFFORTS TO BE EVALUATED

For each of the community outreach efforts, the "best practices" are to be exemplified. Performance is determined by the percentage of best practices being utilized by the community outreach efforts of the campus. This percentage is calculated by using as the numerator the sum of the number of community outreach efforts meeting each criterion and using as the denominator the total number of new or existing community outreach efforts times the number of criteria. For example: if a Regional Campus has developed one (1) new community outreach effort and enhanced three (3) existing community outreach efforts (total 4) and records a performance score as 4, 4, 3, 3, 4, 2, 2, 2, 3, 2 on the following "best practices," the overall score would be computed as $((4+4+3+3+4+2+2+2+3+2)/(4*10)) = 72.5\%$.

Part I.

Please provide a description of your criteria used in identifying applicable outreach efforts and provide a listing of each of those efforts including a brief description of the activity and rationale for each. Insert information following the highlighted text in this box or attach pages/file as desired.

_____ Existing Efforts

_____ New Efforts

Sum of Existing and New:

_____ Total Number of Organized Community Outreach Efforts with Public and Private Entities
(Efforts are to include collaborations, cooperative efforts, affiliations, and partnerships.)

{insert description of criteria and listing of efforts here or attach pages as needed}

Part II.

For each of the identified efforts, you must determine whether it meets the best practices listed below. Below, simply insert the total number of outreach efforts for which there is evidence to support that it meets the best practice:

PLANNING DOCUMENTATION (web presence highly recommended)

1.) Institution has established community need for the effort.

_____ of the "outreach efforts" meet

2.) Institution has established justification for institutional involvement.

_____ of the "outreach efforts" meet

3.) Institution has established coordinating entity (board, committee, individual, task force, etc).

_____ of the "outreach efforts" meet

4.) Institution has written guidelines for effort.

_____ of the "outreach efforts" meet

5.) Institution has established goals for effort.

_____ of the "outreach efforts" meet

ASSESSMENT DOCUMENTATION (web presence highly recommended)

6.) Institution evaluates effort annually.

_____ of the "outreach efforts" meet

7.) Institution has establishes, and uses, assessment methodology.

_____ of the "outreach efforts" meet

8.) Institution assess efficiency of effort.

_____ of the "outreach efforts" meet

9.) Institution assesses effectiveness of effort.

_____ of the "outreach efforts" meet

10.) Institution uses results of assessment to determine future direction of effort. *(For new and existing programs, results must be shared and discussed with the coordinating entity. Additionally, for existing programs, results must be used to improve or to validate current activities of the coordinating entity.)*

_____ of the "outreach efforts" meet

To be completed by CHE:

Performance Scoring Note: To assess performance, each of the totals is to be tallied and then a percentage determined as outlined here. CHE staff will complete this information for you. The data provided will be used in determining the performance rating on 4A/B for Year 7(2002-03). For additional measurement information, see Year 7 Workbook, pp. ##-##.

_____ a.) Sum of scores reported on Best Practices 1-10

_____ b.) Total Efforts (Number of new and/or existing Community Partnerships)

_____ c.) Total Efforts *10 (Number of new and/or existing Community Partnerships multiplied by the number of Best Practices)

_____ %, Result for determining performance: (a) divided by (c) multiplied by 100 equal

For Year 7, the standard for a score of "Achieves" for Regional Campuses is 85% - 95%.

TO BE COMPLETED AT CHE: Date Received _____ Revisions received after this date? Yes or No